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www.cosgravelaw.com

## **Employment Application**

Cosgrave Vergeer Kester LLP is an equal opportunity employer. We consider all applicants for employment without regard to race, color, religion, sex, national origin, age, gender, disability, military or veteran status in accordance with federal law. In addition, Cosgrave Vergeer Kester LLP complies with applicable state and local laws prohibiting discrimination in employment. Cosgrave Vergeer Kester LLP also provides reasonable accommodation to qualified individuals with disabilities, in accordance with the Americans with Disabilities Act and applicable state and local laws. In order to process your application, complete the entire form and answer all questions.

#### Please Print

Advertisement F	riend Walk-in	Recruiting Firm	Curre	nt Employee	
Other:		Who referred you?:			
Last Name:	First N	ame:	Middle	Name:	
Address:	City:		State:	Zip:	
Telephone Number(s) where	e we can contact you:				
Home:	Work:	С	ell:		
re you available to work: F	ull-time Part-time	Date you are available for	work:		
you are under 18 years of a	age, can you provide requ	ired proof of your eligibility	to work?	Yes	No
ave you ever been employe	d with Cosgrave Vergeer	Kester before?		Yes	No
yes, please give dates: Fi	rom (Mo/Yr)	To (Mo/Yr)			
osition(s) Held:					
eason for Leaving:					
re you currently employed?				Yes	No
lay we contact your present	employer for references?	?		Yes	No

Federal Laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, all offers of employment are subject to verification of each applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization upon employment.

# Education

	High Scho	ool		Technic	al School		Colle	ge		Oth	ner		
School Name and Location													
Years Completed	9 10	11	12	1	2	1	2	3	4	1	2	3	
Diploma/Degree?	Yes	No	)	Yes	No	Ye	S	No	)				
Major Course(s) of Study													

Licenses/Certificates - List any li	consos or cortificatos at	tained that are relev	ant to the nocition:	
Licenses/Certificates - List arry in	censes or certificates at	italileu tilat ale lelev	ant to the position.	

# **Employment Experience**

Start with your present or most recent position.

Employer:	Dates Employed: From	То		Supervisor:
	From(Mo/Yr)	(N	/lo/Yr)	
Address:	'		Phone N	lumber:
Position Held:				
Reason for Leaving:				
Employer:	Dates Employed:			Supervisor:
	From(Mo/Yr)	<b>To</b> _ (N	Ло/Yr)	-
Address:			Phone N	Number:
Position Held:				
Reason for Leaving:				
Reason for Leaving.				

	From To	
	(Mo/Yr) (Mo	<del>)/Yr)</del>
Address:		Phone Number:
Don'tion Hold		
Position Held:		
Reason for Leaving:		
Employer:	Dates Employed: From To	Supervisor:
	(Mo/Yr) (Mo	o/Yr)
Address:		Phone Number:
Position Held:		
Position Held: Reason for Leaving:		
Reason for Leaving:		
Reason for Leaving:		
Reason for Leaving:	eferences who are not related to you:	
Reason for Leaving:  References  ist three (3) professional re	·	Telephone Number:
Reason for Leaving: References	eferences who are not related to you:  Relationship:	Telephone Number:
Reason for Leaving:  References ist three (3) professional re  Name:	Relationship:	
Reason for Leaving:  References  ist three (3) professional re	·	Telephone Number: Telephone Number:
Reason for Leaving:  References ist three (3) professional re  Name:	Relationship:	

### Applicant Statement

I have read the above statements and agree to them.

PLEASE READ CAREFULLY BEFORE SIGNING. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK BEFORE SIGNING.

I declare that all statements and answers in this application are true and correct to the best of my knowledge and agree that any untrue or misleading answer, omission, concealment, or failure to answer questions in my application, resume, or other materials or during interviews may be grounds for disqualification from further consideration or for dismissal from employment at Cosgrave Vergeer Kester, regardless of when it is discovered. I authorize Cosgrave Vergeer Kester LLP or its agents to verify all references, to review my former employment records and other information provided by me, and to keep and preserve records of such investigations. Additionally, I release Cosgrave Vergeer Kester LLP, any person or company responding to a reference inquiry, from liability for any damage that may result from furnishing information to this employer or its agents.

I understand that any offer of employment I may receive from Cosgrave Vergeer Kester LLP is contingent upon successful completion of the Firm's employment screening process, which may include receipt of official higher education transcripts and information obtained from a third party consumer or criminal reporting agency for employment purposes. I authorize Cosgrave Vergeer Kester to investigate whether I have a criminal record of convictions, and, if so, the nature of such convictions and the surrounding circumstances of the conviction, and if such conviction bears relationship to position for which I have applied. I understand that any criminal background check will focus on convictions, and that a criminal record will not necessarily disqualify me from employment.

Signature of Applicant	Date
Note: You may be asked to provide addition	nal information for background screening purposes.